

TITLE: Lieutenant, BFP Compliance Officer

FD-EMS/21

DEPARTMENT: Fire-EMS, Fayette County

JOB SUMMARY: This position is responsible for conducting inspections of new and existing buildings for code compliance, assisting in other related BFP activity to include investigations, education, and special projects.

MAJOR DUTIES:

- o Inspects new construction for code compliance.
- o Inspects existing buildings for code compliance.
- o Assists with the delivery of fire and EMS education programs within the community including the 3rd grade fire safety education program.
- o Assists with fire scene investigations.
- o Prepares reports on the various inspection activities and handles re-inspections as required.
- o Responds to and establishes command and control on all incidents until relieved by a superior officer; serves in a supervisory role in a branch, group or division of an emergency scene as appropriate.
- o Provides information to the public, citizens, supervisors, and the media.
- o Enforces the outdoor burning ordinance of the county and issues citations as necessary.
- o Interprets and enforces policies and procedures.
- o Assists with special projects as assigned.
- o Performs other related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION:

- o Knowledge of applicable fire codes and ordinances.
- o Knowledge of building construction practices.
- o Knowledge of the current principles, practices, and techniques of fire, EMS, EMA, and public safety agencies.

- o Knowledge of current federal, state, and local laws, administrative rules, standards, guidelines, and ordinances.
- o Knowledge of county government policies and procedures.
- o Knowledge of management and supervisory principles and practices.
- o Knowledge of county geography, streets, roads, and buildings.
- o Knowledge of relevant training standards.
- o Skill in supervising and participating in the response to emergency scenes.
- o Skill in the operation of job related vehicles, equipment, and tools.

SUPERVISORY CONTROLS: The Fire Marshal assigns work in terms of very general instructions. The supervisor spot-checks completed work for compliance with procedures and the nature and propriety of the final results.

GUIDELINES: Guidelines include county policies and procedures; departmental policies and procedures; local, state, and federal laws; medical protocols and standing orders; NFPA standards; building and fire codes; and county ordinances. These guidelines require judgment, selection, and interpretation in application.

COMPLEXITY: The work consists of varied supervisory, administrative, and emergency response duties. The necessity of balancing emergency and non-emergency duties contributes to the complexity of the position.

SCOPE AND EFFECT: The purpose of this position is to assist in coordinating the department's fire prevention, fire safety education, and fire inspection programs. Success in this position contributes to the safety and well being of county residents.

PERSONAL CONTACTS: Contacts are typically with co-workers, business owners, property owners, law enforcement personnel, health care professionals, representatives of other emergency response agencies, and members of the general public.

PURPOSE OF CONTACTS: Contacts are typically to give or exchange information; resolve problems; provide services; or motivate and influence persons.

PHYSICAL DEMANDS: The work is performed while intermittently sitting, standing, bending, crouching, climbing stairs, stooping all while dressed in work uniform or wearing PPE and could be carrying additional equipment. The employee occasionally lifts light and heavy objects

including medical patients, climbs ladders up to 100+ feet in height, and uses tools or equipment requiring a high degree of dexterity.

WORK ENVIRONMENT: The work is typically performed in an office, stockroom, outdoors, and at the scene of emergency incidents. The employee may be exposed to fire, smoke, noise, dust, dirt, grease, machinery with moving parts, contagious or infectious diseases or pathogens, irritating chemicals, and occasional hot, cold or inclement weather. The work requires the use of protective devices such as masks, goggles, gloves, and all protective clothing associated with Fire and EMS operations.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY: None.

SPECIAL CERTIFICATIONS AND LICENSES: Possession of a valid State of Georgia driver's license (Class B) and a satisfactory Motor Vehicle Record (MVR) in compliance with County Safety and Loss Control Guidelines. Completion of the State of Georgia Department of Transportation Defensive Driving Course and/or Emergency Vehicle Operation Certification within twelve (12) months of employment.

ADA COMPLIANCE: Fayette County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

HIPAA COMPLIANCE: The Health Insurance Portability and Accountability Act of 1996, as amended, requires employees to protect the security of Protected Health Information (PHI) however it is obtained, handled, learned, heard or viewed in the course of their work.

DRUG AND ALCOHOL COMPLIANCE: In accordance of Fayette County's Substance Abuse Policy of 1996, as amended, all job applicants offered employment will undergo testing for the presence of illegal drugs and alcohol as a condition of employment. In the course of employment, employees are subject to random, reasonable suspicion, post accident and routine fitness for duty testing for illegal drugs and alcohol abuse. Employees are prohibited to work under the influence, to possess, to distribute or to sell illegal drugs in the work place or abuse alcohol on the job. Confirmed positive is reason for denial of employment and/or termination.

MINIMUM QUALIFICATIONS

- o Knowledge and level of competency commonly associated with completion of specialized training in the field of work. A high school diploma or GED is required. An Associates degree from an accredited college in the field of Fire Science, EMS Technology, or other related course of study is preferred.

- o Experience sufficient to thoroughly understand the work of subordinate positions to be able to answer questions and resolve problems, and a minimum of three years experience with a recognized career fire department. Two years experience with Fayette County Fire & EMS. Years of experience can run concurrently.
- o Possession of a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.
- o Meet current requirements set forth by the National Professional Qualifications System as a Firefighter 2 NIMS 300 and meet the firefighter certification requirements as required by Georgia Firefighter Standards and Training Council. Meets NPQ requirements for Pumper Operator, Aerial Operator, Fire Officer 1, and Incident Safety Officer within 2 years.
- o Possession of State of Ga. EMT license.
- o Ability to successfully take and pass the program for certification as a Fire Inspector. Completion of courses dates to be determined at time of appointment.